

UNITED STATES GOVERNMENT  
Approved For Release 2001/07/30 : CIA-RDP79B01709A001400030010-4*Memorandum*

TO : Chief, O/DD/I Administrative Staff

DATE: 7 June 1973

FROM : Chairman, COMIREX [REDACTED]

25X1A

SUBJECT: Office Space for ICRS

Bob:

I have been holding this memo from [REDACTED] waiting for a free minute or two to study the overall problem and prepare a formal request that the suggested space be made available to ICRS or other suitable space located. However, such a free minute has not surfaced and the problem is becoming acute in that the efficiency of this important arm of the Intelligence Community is beginning to suffer. As an example, space is needed urgently so that personnel can be assigned to ICRS to plan for its role in the operation of the upcoming advanced intelligence collection system.

I think John spells the problem out pretty well in his memo and his proposed solution seems to me to make a great deal of sense. I know no space problem can be solved in isolation but hope you will take the matter in hand and see what can be done.

If you have any specific questions, please call [REDACTED] extension 1619 (Red) since he is most familiar with the present and future needs of the ICRS staff. Of course [REDACTED] or I will be available if you want to discuss any aspect of the request with one of us. Thanks for your consideration.

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5 April 1973

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MEMORANDUM FOR: [REDACTED]

SUBJECT : Imagery Collection Requirements Subcommittee  
Staff Space and Personnel Requirements.

1. Over the past several years, the functions and responsibilities of the ICRS staff have increased greatly. This activity has been in response to an increasingly active role of COMIREX in all phases of imagery collection from long-range planning to accomplishment reporting, as well as the growth of new areas of responsibility such as SALT, MBFR, SE Asia accords, etc. Increased involvement in actual mission operation/monitoring, and extensive participation in the development of new and improved systems through participation in simulations, definitions of operational concepts, etc., have also contributed to increased staff activity in new areas of responsibility. These additional tasks, which I wholeheartedly support and feel are necessary to effectively carry out our responsibilities, [REDACTED] have been superimposed over the routine functions of the ICRS (and these "routine" functions have been expanded by virtue of increased mission duration and capabilities) have made the present working space totally inadequate. The present space allotment is, in fact, only about half of the space previously occupied by the ICRS staff prior to the move to 2G22 in May of 1968; however, the workload and functions have increased significantly during the intervening years. I intend to address personnel needs in a separate memorandum but feel the need for adequate office space is of immediate prime concern. The space discussed below will accommodate any increased manning required.

2. Our immediate overriding requirement is adequate space and meeting facilities. The only work area presently available to the staff is their desks. Considering the volume of ADP data each individual must constantly be dealing with, and not even considering graphic-type work that we do, such as target plotting, ephemeris plotting, briefing boards, etc., makes the present work space unacceptable and adversely affecting the quality of our work. We are also receiving, in the near time frame, two ADP remote consoles which will significantly improve our in-house capabilities and response time to tasks, but which will require additional, almost

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non-existent space. Additionally, an urgent requirement for an adequate area for conducting our weekly ICRS meetings and conducting other interagency and coordination meetings exists. The original area that was provided for our meetings was an area approximately 40' x 15' which was of adequate size, although it had the undesirable feature of also being used as a storage area for the Reconnaissance and Exploitation Branches of IRS; therefore, the room always presented an appearance of disarray. Although this gave ICRS a conference area of marginal satisfaction, it became completely unsatisfactory about two years ago when the original conference area available was reduced by half when IRS moved [REDACTED] and his deputy into half of the area. This compounded an already unsatisfactory condition by reducing the area and increasing the clutter of storage material in view. Attendance at our meetings has to be severely restricted since available space for only about six observers is now available. Since we have, almost weekly, presentations of interest to a larger group than this, including ICRS staff members, this is an undesirable limitation. The very limited space available also severely limits the quality of the presentations themselves. Finally, the poor facilities themselves add an aura of unprofessionalism to the conduct of our meetings that I feel is unwarranted. Efforts to find other meeting facilities in the Headquarters Building, on a regular basis, have been fruitless.

3. It is also highly desirable to have this meeting room so arranged and located that it could be used for other important functions which we do not have space or facilities for at present. One of these functions is the operation and maintenance of a viable mission control/monitor and assessment center. Due to the increased complexity and longer life of satellite missions, it is considered essential that the ICRS staff, acting on behalf of the COMIREX, be provided with the necessary space, equipment and personnel to monitor and assess mission performance on a daily basis to insure our requirements are being optimally satisfied. To effectively accomplish this, certain visual displays, such as plotted ephemeris, which we cannot now display, are necessary. It is also considered highly desirable that space be available for the various ad hoc working groups that the ICRS forms from time-to-time to address specific tasks, and also as a suitable meeting area for special meetings the Chairman requires on a regular basis with other organizations and personnel relative to ICRS business. At present, the largest group that could be accommodated would be about three, sharing one desk.

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4. After assessing the tasks and functions that are presently required of the ICRS staff, it is felt that a minimum adequate floor space requirement would be approximately 60 x 40 feet (ref attachment). Several possible solutions have been examined and the one that seems most feasible is the area that encompasses the present vaulted ICRS area and the adjoining IRS-SIGINT area. The acquisition of the adjoining IRS area would offer a number of advantages and require a minimum of expense and remodeling work. Since the ICRS staff, wherever located, would require a large vault to accommodate the mass of TKH-[REDACTED] data needed in our day-to-day work, no expensive "vault" construction would be required. The off-line ADP terminals could be located in the vaulted area, as required by security. There is also an ADP secured door between our present vault and the IRS area under discussion which would allow personnel passage during normal duty hours, plus allowing isolation of the vault area for non-duty hour tasks, ADP functions, etc.

5. I strongly recommend, therefore, that the possibility of acquiring the present area occupied by IRS-SIGINT be explored with the appropriate authority. It is my understanding that some spaces have recently been eliminated in the HUMINT Resources Group. The area occupied by this Group adjoins the area occupied by the Reconnaissance Group. It would appear to me, therefore, that a possibility exists to combine the three IRS Groups into the area now occupied by the Reconnaissance and HUMINT Groups which would include the area presently utilized for our ICRS meetings. Respectfully request your earliest consideration of this matter.

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Attachment: a/s

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